

# Town of Enfield

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## Planning Board Meeting Minutes

April 25, 2018



### **APPROVED May 9, 2018**

**Present:** Dan Kiley; Chair, David Fracht; Vice Chair, John Kluge; Selectman Ex-officio, Rita Seto, Kurt Gotthardt, Tim Taylor, Paula Rowe Stone; Alternate & Minute Taker, Jim Bonner; Alternate and videographer, Scott Osgood; Town Planning/Zoning Administrator, Ryan Aylesworth; Town Manager.

**Regrets:** Nancy Scovner who will be retiring from the Board.

**Public:** Nik Fiore; Engineering Ventures, Ben Swanson of RSG, Roger Keilig; NHDOT, Kerrie Roy, Katrina Monmaney, Dick DuMez, Kim Quirk, Robert Lacroix, Mary Magnell, Jon Stanford, Dave Beaufait, Sharon Beaufait, Bruce Bergeron, Susan Brown, Steve Stancyk, Kate Stewart; Selectboard Member; Linda Jones, Alv Elstad, Tony Lozeau, Francine Lozeau, Paul Currier, Tim Sidore, Julie Eikert, John Carr, Leif Daulaire, Erik Russell, Merle and Kathy Ford, Carl Pellerin, JoAnn Clark, Shirley Green, Bill Warren, and Earl Brady, Roger Dontonville, Don Wyman, Meredith Smith, Doug Smith

#### I. CALL MEETING TO ORDER

Chairman Kiley opened the meeting at 7:03 p.m.

#### II. APPROVAL OF MINUTES

##### 1. Minutes of March 28, 2018

Motion to open the discussion on the Minutes of March 28, 2018, with a second from Page 2 under public hearings - Page 3 'parking spaces.' Dan instead of Tim and David Pg 3. Page 3, Motion passed with 3 abstentions.

#### III. SELECTMEN'S REPORT

Selectman John Kluge reported on the last Selectmen's Meeting as follows: Vacancies have been filled on committee's throughout town. Accepted donations for Lakeside Park. Summer Theater camp is scheduled.

#### IV. CITIZENS FORUM

None.

#### V. CONCEPTUAL HEARING – Home Business at 27 Shaker Hill Road

Planning Board Administrator Osgood described to the board the reason for this conceptual hearing. He received a communication from the Federal Bureau of Firearms, Alcohol, Tobacco and Explosives regarding an application to sell guns from a private home in the R1 District on Shaker Hill Road. Mr. Osgood recommended the Board hear how the business would be operated to determine if a formal hearing would be required. The business owner described the process.

Carl Pellerin, owner, informed the Board that this is an internet business. Items will be shipped to him and he will then ship out. Because it involves weapons, the Federal Government application for an FFL to do this business is required and that he needs to inform the town of this venture. Mr. Pellerin noted that the business was run by Roy Holland, (an Officer on the Enfield Police Dept) and he is now taking it over. Kurt asked about the truck traffic in and out and if the weapons would be fired. Mr. Pellerin stated there

would be delivery truck traffic approximately 5 times a year, far more seldom than his wife's orders from QVC at twice a week. He stated there will definitely be no discharge of firearms on the property. They could go down to the firing range at the Enfield Outing Club.

After Mr. Pellerin's description of the business Mr. Osgood asked the Board if this new business activity would require a hearing for a home business. The Board agreed by consensus that since the activity does not involve any of the aspects included in the Home Occupation requirements in the Zoning Ordinance with no public traffic, and no deliveries outside of routine shipping, or any nuisances that the business did not require a hearing to operate.

## VI. PUBLIC HEARINGS

1. Continue discussion on application for Site Plan review of 60 Main St Storefront conversion to Residential Apartments - Tim Sidore, Property Manager, presented, referencing a revised architectural site plan. David Fracht informed that he does not consider this as the final document. A surveyor's seal is needed for the document. Kurt questioned if this diagram is drawn to scale. Fracht continued that he wants this done by a surveyor and sealed. Chairman Kiley asked if this could become a condition. Issues discussed included; one parking space is becoming a snow removal area. John noted he had no problem with that, Kurt noted a stamp is needed on the plat, and questioned if the snow storage was adequate. Sidore explained that this is a very tight area and they use what they can when they can. Kurt noted that the location of the propane tank may need to be moved further away to meet river setback requirements. Rita, Jim, Paula, Dan, have no further questions.

Chairman Kiley asked for a roll call vote of the board asking who would like to see this meeting continued, of which Kurt, Tim, David, Jim would like this continued. Chairman Kiley continued and asked who would like this to be a condition of which John and Rita felt that it should be a condition.

Motion to continue this meeting to the next scheduled meeting came from Kurt Gotthardt with a second from Dave Fracht and passed.

2. Review Final Conditions for Jakes Market Site Plan Review  
Nicholas Fiore, Civil Engineer, Bruce Bergeron, Business Owner, Ben Swanson, Traffic Consultant and Roger Keilig from NH DOT District II in attendance. Fiore informed that there is a minor change and new plats were handed out. Fiore reviewed conditions that have been met. All have been taken care of except for receipt of a driveway permit from NH DOT. Fiore explained there will be no left turns into the entrance or out of the entrance. A raised island will designate this. NH DOT also requires modifications to an island on Maple Street. Fiore will tighten up the traffic lines in the Northeast corner of this area by bringing the lane width down. On April 5<sup>th</sup> the board received a letter of "intent to permit," from NH DOT. However, the permit has not yet been received. Noted it would most likely be issued within a few days as it comes from Concord.

Chairman Kiley opened the hearing up to the public.

Susan Brown asked how she would be safe walking to the post office and suggested a round-about.

Dr. Beaufait pointed out there that there is no island on the colored diagram.

Leif Auliere pointed out the left turns in the Maple Street intersection. He is concerned about being blocked and not able to get out of Maple Street. Fiore said a second lane will be added for those turning left, avoiding a further dangerous situation. NH DOT informed that there are too many conflicts here and he has help concentrate the area with raised islands allowing for more flexibility.

Dr. Beaufait pointed out that the police take note to this new way and access.

Tony Lozeau asked if a curbing would be in place where there is currently a large puddle next to his Moose Mtn Realty place. Fiore said no, the water would stay on the asphalt and freeze in the winter, further; this would be a construction project for NH DOT.

Kate Stewart, Selectboard member, asked about the State taking care of this intersection for the new business owner and noted they should have taken care of this a long time ago for the Town. Kate asked when the State is going to buck up and pay for some of this to be done in this area. Keilig said that this is a major project, and it has been requested through mitigation for improvements and adjustments.

Steve Stancyk asked if the State has considered signalization for this area for smooth flow of traffic. Mr. Keilig said that this current project doesn't warrant the need for this. Stancyk asked what would warrant it and Mr. Keilig said he is with maintenance with the State and he does what Concord tells him.

Susan Brown asked if there could be a blinking yellow light.

Tony Lozeau, Moose Mtn Realty, noted there is a 5 foot drop on the plan. Fiore said this is a cistern. Enfield DPW is fixing the culvert in this area, as well.

Mary Magnell explained that this is the only access out to Route 4, of which she waits great lengths of time, and asked how many cars will be backed up here. Fiore said that they have done a Traffic Study and noted the new numbers.

Eric Russell said he and his 2 children walk by this area a couple of times a day as well as crossing the road there. He counted 18 other children that walk in this area for school. He has seen an accident here that came within 2 feet of his stroller. He has many safety concerns for this area.

Sharon Beaufait provided a statement and read same. She said there are 106 households on Maple and May St and expressed they are landlocked. She said she is not against Jakes but is for the traffic and believes that the impact on Maple Street is underestimated. She asked who is responsible for the safety of the residents. She pointed out that the traffic study was done in August, not during school time, which increases the traffic in this area. School is 10 months of the year and not addressed here in the study. She asks the Planning Board to take this into consideration and have this included in the traffic study. She pointed out that the current sidewalks need to be extended.

Bill Warren asked why a driveway access is done like this whereas the past tenants, Lague's, Tinkhams, etc. worked with the previous one. He would like to see the lack of a left hand turn changed.

Susan Brown reiterated that we are East of Lebanon, not west. (typo)

Steve Stancyk addressed the aesthetics of the building. He referred to the TIF District policy and procedure for the town. He knows that this is a TIF District. Wasn't this supposed to follow this, and shouldn't the Board look into this?

Shirley Green pointed out that most that travel this road during peak time's leave early.

Susan Brown said the building in Lebanon has a peak in the roof and this is flat.

Donnie Wyman pointed out that the residents did a survey some time ago and they wanted a new store. Assuredly, Jake's does not have a choice with the traffic concerns.

Chairman Kiley closed the hearing to the public and opened it up to the Board.

Rita asked Fiore about a flashing light for Pedestrian crossing at Route 4. Keilig said it was only mentioned.

David asked why some of the changes were made.

Raised questions regarding the Propane tank. The Storage tanks are closer to the islands. There is no curbing. Fiore said there is a visual barrier. Bollards are placed around the underground tank.

Parking spaces are located in the middle of the parking area. – Fiore said it was a snow removal issue.

A Sign has been moved to other side of driveway to meet sign standards

Sign C20 moved closer to exit. Fiore said it is right there in the first approach of the driveway. Additional signage of was added due to people not adhering to the first.

Paula asked if it is Permeable paving. (Susan Brown question). Fiore said no - it is fully standard pavement.

Tim Taylor pointed out 2 substantial businesses in the past. This is a new driveway. He feels that it is the State's way of correcting a past condition.

John Kluge said that the State is looking at this entire intersection. Keilig said that this is in the future 10 year plan.

Tim Taylor noted there should be a fire can traffic still flow without riding over the hoses. Currently, the hose would have to be across the street. Fiore noted that a hydrant has been located on the west side of Rte 4, with the existing one located at the edge of Moose Mountains land..

Jim Bonner pointed out that this is an area of an intersection and he slows down, believes other do the same.

Tim Taylor has a concern of the Maple Street and May Street people being unable to get out onto Route 4. Feels this is more restricting. Pedestrians probably will go through the Jake's parking lot – more business for Jake's. Should this be in the plans? People are going to go through Jake's to go West faster.

Chairman Kiley asked if the Public would like to speak again.

Roger Dontonville, State Rep, referenced the newest four way stop sign, whereas, people forgot to stop in the beginning, but, soon adjusted. Believes that the public will in this area.

Eric Russell asked for a place for his bicycle at the store. Mr. Bergeron shook his head in agreement.

Keilig said that the changes are to make people more in line with this area.

Steve Stancyk wanted to address traffic and referenced the Skating Rink when Mr. Dehavens controlled a traffic signal (blinking yellow light) when people were coming and going during the beginning and ending of skating. Why couldn't this be done here? Chairman Kiley said that this is in the control of the State.

John Kluge, Selectman, said they have met with NHDOT in the past and they were given this idea, however, it is a matter of money and there is no money.

Fiore said they do not have in hand the permit, but two letters of intent to permit. The new plan with minor changes is in the hands of the NHDOT. He asked the Board to approve these final plans but, with a condition for the permit in hand.

John Kluge agreed to this with a condition of Chairman Kiley not signing until the permit is in hand.

David adds that Sheet ES 1.0 (lighting) is not final. Fiore said that this will be after a later design submittal.

Scott Osgood, Town Planner informed that the building permit is not complete until this lighting issue is final.

Kurt Gotthardt said that a flood light was on a pole across the street, has this been removed. Chairman Kiley said that this was for the sidewalk, per the State.

Dr. Beaufait asked if the sidewalk was going to be addressed with this project. The sidewalk is not in the plans.

John Kluge made a motion to approve the conditions of Jake's Market Plan review, pursuant to the written receipt of approval from NH DOT.

Tim Taylor seconded this. Motion passed unanimously.

## VII. BUSINESS DISCUSSIONS

1. Discuss post meeting notation in the draft minutes. – David Fracht. Town Planner Osgood said the minutes are posted within 5 days. He has posted with italics those items that are blatantly incorrect. David Fracht would like this 'policy,' addressed. Chairman Kiley felt that noting these corrections could be placed at the end of the meeting as a footnote.
2. New 11 by 17 Zoning District Map – Town Planner Osgood has not received this yet.
3. Discussion on reaching out to professional resources. Town Planner Osgood explained that members of the board should go direct him to reach out to professional resources. An example would be corresponding directly with NH DOT, and receiving correspondence and not informing him and the board of it.

## VIII. COMMUNICATION

1. Strategic Governance. Meetings were held to update the progress.
2. Save the Date - Spring Planning Conference – April 28, 2018 any one going? No one from the Board is going except for Scott

## IX. NEW BUSINESS

1. Distribute updated Ordinance. Work was not completed in time for the meeting.

2. Wetlands permit application for Lakeview Condo's Beach Replenishment. Also, one regarding Jake's Market. A plan of the propane installation for Jakes was also submitted for Town review.

X. NEXT MEETING – Will be Wednesday -- May 9<sup>th</sup>, 2018.

XI. ADJORNMENT

John Kluge made a motion to adjourn at 9:12 p.m. with a second from David Fracht and passed unanimously.